

**MINUTES
CREDENTIAL REVIEW COMMITTEE MEETING
FEBRUARY 26, 2004**

TIME & PLACE: The Credential Review Committee meeting was called to order at 10:00 A.M. on Thursday, February 26, 2004 in Board Room 4 of the Department of Health Professions, 6603 West Broad Street, Richmond, Virginia 23230.

PRESIDING: Howard R. King, Jr., Ph.D., Chair

MEMBERS PRESENT: Mary Lou Argow
Abigail Barnes
Barbara Chrisley, Ph.D.

STAFF PRESENT: Evelyn Brown, Executive Director
Diana Pollick, Administrative Assistant

REPORT: **SATP TIME LIMITED WAIVER APPLICANTS:**

- 19 Files Reviewed
- 2 Applicants Approved for Licensure
- 3 Granted 30 Day Extension to Provide Sufficient Evidence of Coursework
- 14 Denied

LICENSED PROFESSIONAL COUNSELORS:

- 3 Applicants Approved for Licensure
- 1 Referred Back to NBCC – Appeal Denied
- 1 Licensure Pending Verification of Employment & Supervision

CERTIFIED SUBSTANCE ABUSE COUNSELORS:

- 1 Applicant Approved for Licensure

**LICENSED SUBSTANCE ABUSE TREATMENT
PRACTITIONER:**

- 1 Applicant – Additional Information Needed

ARREST RECORD REVIEWS:

- 4 Applicants Approved to Continue Licensure
- 1 Requested to Provide More Information
- 1 Requested to Appear Before the Committee

**INFORMAL
CONFERENCE:**

An Informal Conference was held for Sarah Ingles, L.P.C. applicant. The applicant came before the Committee at 11:00 A.M. on Thursday, February 26, 2004 for the purpose of considering her application for Professional Counselor licensure. **FINDINGS & RECOMMENDATIONS:** It was determined that Ms. Ingles needs to meet the requirements set forth in the Regulations that govern the practice of Counseling in the state of Virginia.

ADJOURN:

4:40 P.M.

Howard King, Ph.D., Chair

**Evelyn B. Brown
Executive Director
Board of Counseling**

